



[www.kippax-pc.gov.uk](http://www.kippax-pc.gov.uk)

**NOTICE IS HEREBY GIVEN** that a meeting of the Finance and Corporate Governance Committee is to be held **Tuesday 3rd May at 8pm** in the Valley Ridge Community Centre

The business to be transacted at this meeting is set out below.

*D Meir*

**Kippax Parish Council Proper Officer**

**Tuesday 26<sup>th</sup> April 2022**

---

## **AGENDA**

**010/FG2223. Apologies**

- a. To note apologies received and approve any reasons for absence

**011/FG/2223. To Note any Declarations of Interest**

- a. To note declarations of interest not already declared under members code of conduct or members register of disclosable pecuniary interests
- b. To approve dispensation requests

**012/FG/2223. Meeting of Finance and Corporate Governance Committee held 11th April 2022**

- a. To approve the minutes of the meeting of Finance and Corporate Governance Committee held 11<sup>th</sup> April 2022 as a true and accurate record of that meeting

**013/FG/2223. Finance and Corporate Governance Administration**

- a. To receive an update on the application to switch bank accounts to the Unity Trust
- b. To receive an update on the opening of the savings accounts

**014/FG/2223. Internal Controls**

- a. To review the accounts for payment and resolve to recommend payment for the accounts for payment at the full council meeting on 5<sup>th</sup> May 2022
- b. To review the wage slips and pension record and confirm their accuracy
- c. To review the cheques raised between meetings and approve their accuracy
- d. To confirm that all cheques have been completed correctly
- e. To confirm that the cheque counterfoils have been initialled by signatories.
- f. To review the cashbook and resolve to approve its accuracy

- g. To review the bank reconciliation with the bank statement and resolve to approve its accuracy
- h. To receive an update on receipts, including magazine advertising and consider further action where necessary
- i. To review the powers for spending decisions report and make any recommendations to full council
- j. To review the caretakers petty cash transactions and agree any actions
- k. To review the Community Infrastructure Levy (CIL) Report for and agree any actions

**015/FG/2223. Budgets**

- a. To review the budget monitoring report and make any recommendations to full council.

**016/FG/2122. Grants**

- a. To review the grant application from The Prince of Wales Trust to be considered by full council on 5th May 2022
- b. To note the receipt from Kippax Band and recommend to full council to authorise payment of this year's grant

**017/FG/2223. Financial Policies**

- a. To review the Financial Regulations and make recommendation to full council
- b. To review the Expenses Policy and make recommendation to full council
- c. To review the Grants Policy, application form and term and conditions and make recommendation to full council

**018/FG/2223. Schedule of regular payments**

- a. To review the schedule of regular payments and recommend to full council to approve their payment for the year.

**019/FG/2223. Next Meeting**

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
- b. To recommend the date of next meeting of the Finance and Corporate Governance Committee as Monday 6<sup>th</sup> June at 8pm